

Pierce Township Trustees
Meeting Minutes

September 9, 2015

The Board of Trustees of Pierce Township, Clermont County, Ohio met first for a Work Session with County Engineer, Pat Manger at 4:00 PM to discuss the road conditions within Pierce Township prior to the Trustees Regular Meeting at 5:35 PM, on Wednesday, September 9, 2015 at the Pierce Township Administration Building, 950 Locust Corner Road. Chairman Robert Pautke, Mrs. Batchler and Mr. Richard Riebel were present at Roll Call. Also present were: Public Works Manager, John Koehler.

Claudia Carroll appointed Acting Clerk

Mr. Riebel made a motion, seconded by Mrs. Batchler to appoint Claudia Carroll as acting clerk until Mrs. Register's arrival. Roll call on motion: All aye.

County Engineer – Pat Manger

Trustee Richard Riebel introduced Jeremy and Pat Manger from the County Engineer's office and Mr. Manger spoke about the intersection of Cole and Merwin Ten Mile and the process for evaluating possible improvements. Mr. Manger also spoke about exploring a grant for Locust Corner Road improvements; Mr. Manger noted that Pierce Township has been a recipient of the grant funds. These grant funds are available on a yearly basis and continued to say that Locust Corner will most likely be completed over several years and is ranked fairly high for possibilities for Landslides. The County Engineer shared the difference between State, County and Township roads. The residents asked what the plans were for Bradbury and Mr. Riebel interjected that in the upcoming weeks, there will be repairs with plans for improvements in the next six to twelve months. Improvements under consideration is to widen curve by an additional three feet (estimated cost of \$14,000.00) a road treatment application that is designed to provide better transaction, (estimated cost of \$30,000.00) for 500 feet and a number of road patches. County Engineer reported the County has been rebuilding edges of roads by doing full depth repair and then shoulder and ditch work, noting that in prior years resurfacing of a road did not qualify for OPWC funds. Discussion continued regarding the issues with Bradbury road and other older, highly traveled roads. Jeremy with the County Engineer's office concluded by answering a question on how to reduce the speed limit on Bradbury Road, and Jeremy answered that the County can collect the data and have the State of Ohio review, noting that either the township or County must request the review.

WORK SESSION - ADJOURNED

At 5:38 PM, Mrs. Batchler made a motion, seconded by Mr. Riebel to end the work session. Roll call on motion: All aye. Mrs. Register had arrived at 5:30 PM, and took over the taking of the minutes of the meeting once the Work Session had adjourned. Mr. Pautke ended the meeting and announced that Executive Session is planned before the Board will return to the regular session.

Executive Session

At 5:49 PM, Mrs. Batchler made a motion, seconded by Mr. Riebel to enter Executive session pursuant to ORC 121.22 ((G) (1) & (2) to consider the employment and compensation of public employees and to discuss purchase of property for public purposes. Roll call on motion: All aye.

At 6:07 PM, Mrs. Batchler made a motion, seconded by Mr. Riebel, to leave executive session, with no action being taken the Board during the Executive Session

Opengov.com presentation

Claudia Carroll invited the Board to view the "Join Me" meeting on her computer to see a demonstration of the opengov.com presentation by Spencer with the Office of the Treasurer of Ohio and other representations that joined the demonstration remotely. Mrs. Register shared that the opengov.com will allow the Board, the Fiscal Office and the public to view, query, and to review Pierce Townships revenue by fund and expenditures by fund. The Administrator Hershner invited any residents that wanted to crowd into the small room which had access to view the demonstration of the online reporting capabilities. The demonstration had to end to allow the Board to move to the larger meeting room.

MEETING RECONVENED

At 6:35 PM, Chairman Pautke asked the Board to return to the main meeting room and asked everyone to stand for the Invocation. Other township department leaders in attendance, Police Chief Bachman, Fire Chief Wright, Assistant Fire Chief Scott Light, Public Works Manager John Koehler, Assistant to the Fiscal Officer, Claudia Carroll and Township Attorney, Tom Keating.

INVOCATION

Trustee Richard Riebel introduced Pastor Mike Neal and asked Pastor Neal to lead the meeting in prayer.

PLEDGE OF ALLEGIANCE

Mrs. Batchler led the Board and residents in the Pledge of Allegiance.

Celebratory Events – Community Updates

1 – Fire Chief Craig Wright – Two Above and Beyond Actions

Fire Chief Wright first acknowledged Firefighter/Medic Petry and Stultz for assistance to a resident who had fallen while making breakfast; the two medics checked the resident and even completed making breakfast for the resident. Second, Chief Wright reported that Firefighter/Medic Wehrum & Stultz performed an act of kindness by assisting a resident in Legendary Run with a home repair.

2 – Muenchens Furniture Grand Opening – 1783 Ohio Pike

Mr. Pautke announced the grand opening of Muenchens Furniture in the prior Kroger space at 1783 Ohio Pike.

Karen Scherra – Clermont County Mental Health Recover Board

The Board invited Karen Scherra from the Clermont County Mental Health Recovery Board to address and educate the residents in attendance regarding the upcoming levy on the November ballot. She shared that the levy will cost each homeowner \$23.54 per \$100,000 value and then explained how the funds from this agency is distributed within the county to fund critical services such as Child Focus, a drug and alcohol hotline of (513)-528-SAVE which is manned 24/7. In addition, the levy funds counseling and assistance to people and families living with addictions. She asked for the Board's and the residents "yes" vote on the levy in November.

Find a Grave Presentation – Laura Bassett

Laura Bassett provided a presentation on Find a Grave.com and announced that Pierce Township Cemetery is now part of this online service which allows people from all over the

world to locate and see the graves of their loved ones. Ms. Bassett also announced that she has also been able to get Google Maps to now list our cemetery with the correct address and she outlined that 1,930 Internments have been added to Find A Grave, 104 monuments & Military Markers added, 78 Virtual Flowers added for all Military Veterans, and Ms. Bassett explained she continues to edit profiles, take pictures, has included Ten Mile Cemetery on Find A Grave and she has also added a link on the Pierce Township website to Find A Grave so that residents can easily do research.

The OhioCheckbook.gov

Mrs. Register updated the audience that Claudia Carroll has worked with the State Treasurer's Office to upload all of Pierce Township's financial information so that at the end of September, Pierce Township's information will be live and accessible to the residents, the Board and to any interested parties to research revenue sources/income and the expenditures by year and by fund. Ms. Register noted that she was so thrilled that Ms. Carroll had done the work to make this happen. In addition, Ms. Register shared that the online reporting will allow department managers to view historical spending, budgets and revenue trends, so everyone is better positioned to make informed decisions with the ability to view charts, graphs and color coded reports by fund. Mrs. Register noted that Pierce Township is one of the first fifty government entities in the State of Ohio to implement this reporting system and enthusiastically endorsed this advanced reporting as a great tool for the incoming Fiscal Officer Debbie Schwey, noting that Ms. Schwey will be able to use opengov.com when preparing her 2016 appropriations, yearly budgets, and all other financial reports.

Township Administrator Updates

Mr. Hershner first informed the Board there have been six applicants to date for the Economic Development Committee. Mr. Hershner shared that the hiker-biker is coming along with new sections opening soon, with the one section still non-completed due to one homeowner's refusal to grant an easement. Mr. Hershner concluded his updates with noting that creating a master Park Plan is under consideration with assistance from the Green Space Committee.

Trustee Updates

Fire/EMS Levy

Mrs. Batchler shared that volunteers are doing a lot of door to door to pass the Fire/EMS levy which is on the November ballot.

Roads -101- Presentation Next Trustee Meeting

Mr. Riebel announced that he plans a presentation to help educate the residents on roads. He named this upcoming presentation as "Roads – 101".

Board Motions

Officer Vic Vismara – Carry Over of Vacation Time - Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Police Chief Bachman; the Board approves Officer Vic Vismara to carry over 20 hours of vacation time. The hours are to be used before the end of 2015. *Officer Vismara's anniversary date is October 22, 1990. Roll call on motion: All aye.

Officer Erica Haught – Promotion - Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Police Chief Bachman; the Board promotes Investigator Erica Haught to the position of Detective, effective September 27, 2015. Her rate of pay will be \$71,905.60 annually, and this promotion is to fill the vacant Investigator position due to the retirement of a Detective within the department. Roll call on motion: All aye.

Officer James Putz –Investigator Position - Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of Police Chief Bachman; the Board assigns Officer James Putz to the Investigator Unit as an Investigator, effective September 27, 2015 with a one year probationary period from start date. His rate of pay will be \$70,865.60 annually, and this assignment is to fill the vacancy in the unit. Roll call on motion: All aye.

Revised Job Descriptions - Approved

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of Police Chief Bachman; the Board revises the Job Description of Police Detective and the Job Description of Police Investigator as attached. Roll call on motion: All aye.

Tree Removal - Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of Public Works Director John Koehler; the Board approves the bid for tree removal of four trees in Pierce Township Cemetery from JR's Trees, LLC in the amount of \$3,200.00. Roll call on motion: All aye.

FISCAL OFFICE REPORTS AND MOTIONS

The fiscal office included and provided a cash summary by fund, a bank reconciliation report, receipt account status report and an appropriation status report to the Board of Trustees and requested the following motions.

Payment of Bills – August 14, 2015

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Assistant to the Fiscal Officer Carroll; the Board approves the bills from August 14, 2015 in the amount of \$104,776.46 as previously provided. Roll call on motion: All aye

Payment of Bills – August 27, 2015

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Assistant to the Fiscal Officer Carroll; the Board approves the bills from August 27, 2015 in the amount of \$51,387.46 as previously provided. Roll call on motion: All aye

Payment of Bills – August 31, 2015

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Assistant to the Fiscal Officer Carroll; the Board approves the bills from

August 31, 2015 in the amount of \$31,912.97 as previously provided. Roll call on motion: All aye

Payment of Payroll – August 12, 2015

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Assistant to the Fiscal Officer Carroll; the Board approves the payroll of August 12, 2015 in the amount of \$115,253.10 as previously provided. Roll call on motion: All aye

Payment of Payroll – August 26, 2015

Mrs. Batchler made a motion, seconded by Mr. Riebel that based upon the recommendation of the Assistant to the Fiscal Officer Carroll; the Board approves the payroll of August 26, 2015 in the amount of \$79,980.03 as previously provided. Roll call on motion: All aye

Fire Truck Annual Lease Payment – Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Assistant to the Fiscal Officer Carroll; the Board approves the annual lease payment on the 2008 Sutphen Fire Truck in the amount of \$49,766.37. Roll call on motion: All aye

RESOLUTION 015-016 – ACCEPTING AMOUNTS & RATES

Mr. Riebel made a motion, seconded by Mrs. Batchler to adopt Resolution 015-016 based on the recommendation of the Township Fiscal Officer Karen Register, to accept the Amounts and Rates from the Clermont County Auditor as presented. See attached Resolution 015-016. Roll call on motion: All aye.

Employer Mandate Stand Alone Service – Approved

Mr. Riebel made a motion, seconded by Mrs. Batchler that based upon the recommendation of the Assistant to the Fiscal Officer Carroll, the Board approves the Employer Mandate stand Alone Service through American Fidelity-Worxtime noting this is necessary due to the affordable care act and recommended by our insurance provider. Roll call on motion: All aye

Approval of Minutes – August 18, 2015 – Special Meeting

Mr. Riebel made a motion, seconded by Mrs. Batchler to approve the minutes of the Special Meeting Minutes of August 18, 2015 of the Board of Trustees as presented. Roll call on motion: All aye.

Approval of Minutes – August 19, 2015 – Regular Meeting

Mrs. Batchler Pautke made a motion, seconded by Mr. Riebel to approve the minutes of the August 19, 2015 Regular Meeting of the Board of Trustees as presented. Roll call on motion: All aye.

RESOLUTION 015-017 – LIGHTING DISTRICT

Mr. Riebel made a motion, seconded by Mrs. Batchler to adopt Resolution 015-017 based on the recommendation of the Township Fiscal Officer and authorized originally by resolutions adopted June 4, 1998 and December 21, 1999 which established the lighting district, to levy and assess the amount of \$111.00 per half year (18.50) per month on the parcels of land in the Legendary Run and Legendary Trails identified in Attachment C for the lighting improvements, with this assessment effective January 1, 2016 through December 31, 2016. See Attached Resolution 015-017. Roll call on motion: All aye.

Executive Session

At 7:48 PM, Mrs. Batchler made a motion, seconded by Mr. Riebel to enter into Executive to discuss personnel matters pursuant to ORC 121.22 (1) with legal counsel, Tom Keating. Roll call on motion: All aye.

At 8:40 PM, Mr. Riebel made a motion, seconded by Mrs. Batchler, to leave executive session, with no action being taken the Board during the Executive Session.

ADJOURNMENT

At 8:41 PM, Mrs. Batchler made a motion, seconded by Mr. Riebel to adjourn the meeting. Roll call on motion: All aye.

ATTESTED:

The Pierce Township approved the foregoing minutes of the Board of Trustees on:

Karen Register, Township Fiscal Officer

Bob Pautke, Chairman
Pierce Township Board of Trustees